



EMPLOYMENT OPPORTUNITY Town of Lexington

We are currently accepting applications for the full-time (37.5 hrs/wk) position of:

Public Safety Dispatcher Lexington Police/Fire Department

Starting Hourly Range: \$21.54 - \$23.20

Excellent Benefits Package

Average 37.5 hours per week

Current Vacancy: Night Shift; 4 work days followed by 2 days off

**Candidates with Mass State 911 and/or
Dispatch Academy Certifications will be given preference.**

<p>The <u>REQUIRED</u> Town of Lexington application form must be received in the Town's Human Resource Department by Friday, August 5, 2016.</p>
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The Lexington Police Department seeks a candidate to staff a 24-hour Police/Fire combined computer-aided dispatch center. Applicants should possess excellent verbal and written communication skills and the ability to interact with the public, primarily through telephone response to complaints and requests for service. Prior experience working with emergency services and radio, telephone and computer networks is preferred. Duties include but are not limited to: dispatching police, fire and ambulance personnel; emergency medical dispatching; providing field personnel with relevant and timely information; and keeping up-to-date with dispatching reference material and computer data bases.

Comprehensive background check, including CORI screen and a physical exam with drug screen are conditions of employment.

The Town's required application form can be obtained from our web site, www.lexingtonma.gov, at the Town Manager's Office, 1625 Massachusetts Ave., Lexington, MA 02420, email jobs@lexingtonma.gov, or calling 781-698-4593.

Application deadline is 4:30 pm Friday, August 5, 2016.

AA/EOE